

MEMORANDUM

APPLICANTS FOR SUPERVISION SPECIALIZATION LICENSE TO SUPERVISE LICENSED ASSOCIATE COUNSELORS (LAC)

Please review each policy, complete, sign and return both the Standards and Agreement for Supervision and the Group Supervision Plan to the Board with your application for the Supervision Specialization License.

Thank you for your service to the profession in this area.

REQUIREMENTS FOR LAC SUPERVISION SPECIALIZATION LICENSE

THE ARKANSAS BOARD OF EXAMINERS IN COUNSELING WORKS TO ENSURE THAT QUALITY SUPERVISION IS PROVIDED TO LICENSED ASSOCIATE COUNSELORS. APPLICANTS FOR THE SPECIALIZATION LICENSE IN CLINICAL SUPERVISION MUST COMPLETE THE FOLLOWING:

1. BE A LICENSED PROFESSIONAL COUNSELOR IN GOOD STANDING IN ARKANSAS.
2. HOLD A MASTER'S DEGREE IN COUNSELING OR EQUIVALENT.
3. COMPLETE THREE YEARS OF LPC PRACTICE IN A SETTING FOR WHICH SUPERVISION WILL BE PROVIDED.

APPLICANTS MUST COMPLETE ONE OF THE FOLLOWING OPTIONS:

OPTION A: HAVE A DOCTORATE, PRIMARILY COUNSELING IN CONTENT, WHICH INCLUDES BOTH COURSE WORK IN CLINICAL SUPERVISION AND SUPERVISED EXPERIENCE IN SUPERVISION.

OPTION B: COMPLETE AN ADVANCED 3-HOUR GRADUATE COURSE IN CLINICAL SUPERVISION WHICH INCLUDES THE MINIMUM OF 18 CLOCK HOURS OF SUPERVISED EXPERIENCE IN SUPERVISION.

OPTION C: COMPLETE A BOARD APPROVED IN-SERVICE TRAINING SEQUENCE IN SUPERVISION WITH THE MINIMUM OF 45 CLOCK HOURS AND 18 HOURS OF SUPERVISED EXPERIENCE IN SUPERVISION FROM A SUPERVISOR ACCEPTABLE TO THE BOARD. THE TRAINING SEQUENCE MUST HAVE WRITTEN APPROVAL FROM THE BOARD PRIOR TO OFFERING THE TRAINING. IF APPLICANT DOES NOT REQUEST AND RECEIVE WRITTEN APPROVAL FOR OPTION C PRIOR TO ENTERING THE TRAINING, IT MAY NOT BE ACCEPTED FOR THE SPECIALIZATION LICENSE.

4. ARTICULATE AND PRESENT A WRITTEN PERSONAL MODEL OF THERAPY AND A PERSONAL MODEL OF SUPERVISION DRAWN FROM EXISTING SUPERVISION MODELS AND THEIR PERSONAL STYLES OF THERAPY.
5. SUCCESSFULLY COMPLETE AN ORAL EXAMINATION WITH THE BOARD.

THE BOARD ADOPTED THE ACES STANDARDS FOR COUNSELING SUPERVISORS IN JULY 1989.

THE BOARD ADOPTED THE ETHICAL STANDARDS FOR COUNSELING SUPERVISORS OF THE ASSOCIATION FOR COUNSELOR EDUCATION AND SUPERVISION DRAFT VERSION DATED DECEMBER 18, 1989.

**Effective 7-01-99
Revised 1-19-02**

STANDARDS AND AGREEMENT FOR LAC SUPERVISION

1. SUPERVISION WILL BE PROVIDED AT THE APPROPRIATE RATIO FOR FACE TO FACE SUPERVISION, WITH DIRECT CONTACT OF COUNSELING DELIVERED BY A LAC SUPERVISOR. ACCEPTABLE CONTACTS ARE AUDIO OR VIDEOTAPE REVIEW, IPR, MODELING, ROLE-PLAY, LIVE OBSERVATION, LIVE SUPERVISION, SELF-REPORTS, AND CO-THERAPY. EXAMPLES OF UNACCEPTABLE CONTACTS FOR SUPERVISION CREDIT ARE TELEPHONE, ELECTRONIC MAIL, OR FACSIMILE CONTACTS.
2. SUPERVISORS WILL BE LIMITED TO TEN (10) LAC'S TO SUPERVISE AT ANY GIVEN TIME.
3. NO MORE THAT FIFTY PERCENT (50%) OF SUPERVISION HOURS WILL BE CONDUCTED IN A GROUP FORMAT. THE GROUP WILL BE COMPOSED OF 2-5 CONTRACTED LAC'S AND THE BOARD APPROVED SUPERVISOR AS LEADER. A GROUP SUPERVISION PLAN WILL BE FILED WITH THE BOARD PRIOR TO CONDUCTING GROUPS FOR REPORTED SUPERVISION WITH LAC'S.
4. THE CODE OF ETHICS THAT WILL REGULATE SUPERVISION FOLLOW: THE ACES STANDARDS AND CODE OF ETHICS FOR COUNSELING SUPERVISORS, THE ASGW CODE OF ETHICS FOR GROUP, AND THE ACA CODE OF ETHICS AND STANDARDS OF PRACTICE (1995 EDITION). THESE WILL BE FOLLOWED AT ALL TIMES. ANY VIOLATION OF ETHICS OR STANDARDS WILL BE REPORTED IMMEDIATELY, IN WRITING, TO THE BOARD BY ANYONE WHO BECOMES AWARE OF INFRACTIONS.
5. CHARGES FOR SUPERVISION WILL BE APPROPRIATE. A WRITTEN AGREEMENT FOR FEES AND METHODS OF PAYMENT WILL BE GIVEN TO LAC'S BEING SUPERVISED. NO FORM OF ILLEGAL OR UNETHICAL BILLING (i.e. SUBMITTING SUPERVISION BILLS TO HEALTH INSURANCE, HMO, ETC.) WILL OCCUR.
6. SUPERVISION HOURS AND CLIENT CONTACT HOURS WILL BE REPORTED ONLY WHEN A CURRENT SUPERVISION AGREEMENT, APPROVED BY THE BOARD, IS IN EFFECT.
7. SUPERVISION EVALUATIONS WILL BE COMPLETED WITH THE LAC, SIGNED, AND SUBMITTED TO THE BOARD AT THE END OF THE FIRST SIX CALENDAR MONTHS AFTER LICENSE ISSUE DATE, AND THEREAFTER, EACH TWELVE CALENDAR MONTHS, AS PER THE SUPERVISION AGREEMENT.
8. LIABILITY INSURANCE FOR SUPERVISION WILL BE CARRIED AND THE LAC'S THAT ARE SUPERVISED WILL BE ENCOURAGED TO CARRY LIABILITY INSURANCE.

Initial each standard, on the number (1-8), to indicate that you have read and agree with each standard.

____ Yes, I agree to the standards and will follow them in my supervision of Licensed Associate Counselors.

Name _____ License Number _____
Print or Type

Signature _____ Date _____
Adopted 9/96

NOTICE

Group face to face supervision with a Licensed Associate Counselor (LAC) may be reported as part of the required months of supervision for no more than fifty percent (50%) of the supervision time. A group is defined as 2-5 LAC participants with their contracted supervisor as the leader. Fifty percent (50%) of the supervision must continue to be conducted and reported in the individual face to face format.

YOU MAY INCLUDE GROUP SUPERVISION WHEN YOU COMPLETE THE ENCLOSED PLAN AND THE BOARD ACKNOWLEDGES THAT YOUR GROUP SUPERVISION PLAN HAS BEEN ADDED TO YOUR STATEMENT OF INTENT.

Supervision Evaluation forms that include group supervision will be included with the acknowledgment of your group plan.

Please complete, sign, date, and return the plan if you wish to include group supervision, as well as individual, in your supervision of Licensed Associate Counselor's.

AS THE EDUCATORS AND SUPERVISORS OF PROFESSIONAL COUNSELORS, WE REACH BEYOND THE CLASSROOM OR MENTORING SESSION. OUR EFFORTS ULTIMATELY TOUCH THE LIVES OF COUNTLESS AND FACELESS PERSONS WHO SEEK REFUGE FROM THE MANY TROUBLES OF LIFE. THUS, WE BECOME PART OF THE NETWORK OF SERVICE TO HUMANITY. LET US CARRY OUR CHARGE AND OUR OPPORTUNITY TO SERVE WITH THIS REALITY FOREMOST IN OUR MINDS.

HAROLD HACKNEY, ACES PRESIDENT, 1991-9

LAC GROUP SUPERVISION PLAN

NAME _____ LICENSE NUMBER _____

Type or Print: Add additional sheets if needed.

1. DESCRIBE IN DETAIL THE APPROACH YOU WILL USE IN YOUR GROUP SUPERVISION. Check the ones that apply and describe.
 - a. Audio/videotape analysis
 - b. Experimental exercises
 - c. Educational units
 - d. Case by case feedback
 - e. Other
2. LIST THE GOALS YOU PLAN TO ACCOMPLISH THROUGH GROUP SUPERVISION.
3. DESCRIBE HOW CONFIDENTIALITY OF CLIENT MATERIAL WILL BE HANDLED IN YOUR GROUPS.
4. LIST AND ELABORATE ON THE GROUND RULES FOR YOUR GROUP SUPERVISION.
5. A WRITTEN AGREEMENT ON FEES AND METHOD OF PAYMENT WILL BE PREPARED AND RETAINED BY BOTH THE SUPERVISOR AND THE SUPERVISEE.
6. THE FOLLOWING CODES WILL REGULATE MY GROUP SUPERVISION: THE ACES CODE OF ETHICS FOR SUPERVISION, THE ASGW CODE OF ETHICS FOR GROUP, AND THE 1995 ACA CODE OF ETHICS AND STANDARDS OF PRACTICE. SUPERVISION GROUPS I LEAD WILL BE COMPOSED OF NO MORE OR LESS THAN 2-5 LAC'S. NO MORE THAN FIFTY PERCENT (50%) OF THEIR FACE-TO-FACE REQUIRED SUPERVISION WILL BE IN THE GROUP FORMAT.

SIGNATURE _____ DATE _____

REQUIREMENTS FOR LAMFT SUPERVISION SPECIALIZATION LICENSE

THE ARKANSAS BOARD OF EXAMINERS IN COUNSELING WORKS TO ENSURE THAT QUALITY SUPERVISION IS PROVIDED TO LICENSED ASSOCIATE MARRIAGE AND FAMILY THERAPISTS. APPLICANTS FOR THE SPECIALIZATION LICENSE IN CLINICAL SUPERVISION MUST COMPLETE THE FOLLOWING:

1. BE A LICENSED MARRIAGE AND FAMILY THERAPIST IN GOOD STANDING IN ARKANSAS.
2. HOLD A MASTER'S DEGREE IN MARRIAGE AND FAMILY THERAPY OR EQUIVALENT.
3. COMPLETE THREE YEARS OF LMFT PRACTICE IN A SETTING AND WITH A POPULATION FOR WHICH SUPERVISION WILL BE PROVIDED.

APPLICANTS MUST COMPLETE ONE OF THE FOLLOWING OPTIONS:

OPTION A: HAVE A DOCTORATE, PRIMARILY MARRIAGE AND FAMILY IN CONTENT, WHICH INCLUDES BOTH COURSE WORK IN MFT SUPERVISION AND SUPERVISED EXPERIENCE IN SUPERVISION (18 HOURS MINIMUM).

OPTION B: COMPLETE AN ADVANCED 3-HOUR GRADUATE COURSE IN MFT CLINICAL SUPERVISION WHICH INCLUDES THE MINIMUM OF 18 HOURS OF ACCEPTABLE SUPERVISED EXPERIENCE.

OPTION C: COMPLETE AND DOCUMENT CURRENT AAMFT CLINICAL SUPERVISOR CERTIFICATION.

4. PRESENT A TYPED DESCRIPTION OF YOUR THEORETICAL ORIENTATION TO THERAPY, INCLUDING YOUR MODEL OF SUPERVISION AND YOUR TECHNIQUES OF PRACTICE REFLECTING SYSTEMIC THINKING.
5. SUCCESSFULLY COMPLETE AN ORAL EXAMINATION WITH THE BOARD.

THE BOARD ADOPTED THE AAMFT STANDARDS FOR MFT SUPERVISORS ON JANUARY 1, 1997.

THE BOARD ADOPTED THE ETHICAL STANDARDS FOR COUNSELING SUPERVISORS OF THE ASSOCIATION FOR COUNSELOR EDUCATION AND SUPERVISION DRAFT VERSION DATED DECEMBER 18, 1989.

Effective 7-01-99
Revised 01-19-02

STANDARDS AND AGREEMENT FOR LAMFT SUPERVISION

1. SUPERVISION WILL BE PROVIDED AT THE APPROPRIATE RATIO FOR FACE TO FACE SUPERVISION, WITH DIRECT CONTACT OF COUNSELING DELIVERED BY A MFT SUPERVISOR. ACCEPTABLE CONTACTS ARE AUDIO OR VIDEOTAPE REVIEW, IPR, MODELING, ROLE-PLAY, LIVE OBSERVATION, LIVE SUPERVISION, SELF-REPORTS, AND CO-THERAPY. EXAMPLES OF UNACCEPTABLE CONTACTS FOR SUPERVISION CREDIT ARE TELEPHONE, ELECTRONIC MAIL, OR FACSIMILE CONTACTS.
2. SUPERVISORS WILL BE LIMITED TO TEN (10) LAC'S TO SUPERVISE AT ANY GIVEN TIME.
3. NO MORE THAT FIFTY PERCENT (50%) OF SUPERVISION HOURS WILL BE CONDUCTED IN A GROUP FORMAT. THE GROUP WILL BE COMPOSED OF 2-5 CONTRACTED AMFT'S AND THE BOARD APPROVED SUPERVISOR AS LEADER. A GROUP SUPERVISION PLAN WILL BE FILED WITH THE BOARD PRIOR TO CONDUCTING GROUPS FOR REPORTED SUPERVISION WITH AMFT'S.
4. THE CODE OF ETHICS THAT WILL REGULATE SUPERVISION FOLLOW: THE ACES STANDARDS, THE CODE OF ETHICS FOR COUNSELING SUPERVISORS, THE ASGW CODE OF ETHICS FOR GROUP, AND THE ACA CODE OF ETHICS AND STANDARDS OF PRACTICE (1995 EDITION), AND THE AAMFT CODE OF ETHICS. THESE WILL BE FOLLOWED AT ALL TIMES. ANY VIOLATION OF ETHICS OR STANDARDS WILL BE REPORTED IMMEDIATELY, IN WRITING, TO THE BOARD BY ANYONE WHO BECOMES AWARE OF INFRACTIONS.
5. CHARGES FOR SUPERVISION WILL BE APPROPRIATE. A WRITTEN AGREEMENT FOR FEES AND METHODS OF PAYMENT WILL BE GIVEN TO AMFT'S BEING SUPERVISED. NO FORM OF ILLEGAL OR UNETHICAL BILLING (i.e. SUBMITTING SUPERVISION BILLS TO HEALTH INSURANCE, HMO, ETC.) WILL OCCUR.
6. SUPERVISION HOURS AND CLIENT CONTACT HOURS WILL BE REPORTED ONLY WHEN A CURRENT SUPERVISION AGREEMENT, APPROVED BY THE BOARD, IS IN EFFECT.
7. SUPERVISION EVALUATIONS WILL BE COMPLETED WITH THE AMFT, SIGNED, AND SUBMITTED TO THE BOARD AT THE END OF THE FIRST SIX CALENDAR MONTHS AFTER LICENSE ISSUE DATE, AND THEREAFTER, EACH TWELVE CALENDAR MONTHS, AS PER THE SUPERVISION AGREEMENT.
8. LIABILITY INSURANCE FOR SUPERVISION WILL BE CARRIED AND THE AMFT'S THAT ARE SUPERVISED WILL BE ENCOURAGED TO CARRY LIABILITY INSURANCE.

Initial each standard, on the number (1-8), to indicate that you have read and agree with each standard.

____ Yes, I agree to the standards and will follow them in my supervision of Licensed Associate Marriage and Family Therapists.

Name _____ License Number _____
Print or Type

Signature _____ Date _____
Adopted 9/96

NOTICE

Group face to face supervision with Associate Marriage and Family Therapist's (AMFT's) may be reported as part of the required months of supervision for no more than fifty percent (50%) of the supervision time. A group is defined as 2-5 AMFT participants with their contracted supervisor as the leader. Fifty percent (50%) of the supervision must continue to be conducted and reported in the individual face to face format.

YOU MAY INCLUDE GROUP SUPERVISION WHEN YOU COMPLETE THE ENCLOSED PLAN AND THE BOARD ACKNOWLEDGES THAT YOUR GROUP SUPERVISION PLAN HAS BEEN ADDED TO YOUR STATEMENT OF INTENT.

Supervision Evaluation forms that include group supervision will be included with the acknowledgment of your group plan.

Please complete, sign, date, and return the plan if you wish to include group supervision, as well as individual, in your supervision of Licensed Associate Marriage and Family Therapist's.

AS THE EDUCATORS AND SUPERVISORS OF PROFESSIONAL COUNSELORS, WE REACH BEYOND THE CLASSROOM OR MENTORING SESSION. OUR EFFORTS ULTIMATELY TOUCH THE LIVES OF COUNTLESS AND FACELESS PERSONS WHO SEEK REFUGE FROM THE MANY TROUBLES OF LIFE. THUS, WE BECOME PART OF THE NETWORK OF SERVICE TO HUMANITY. LET US CARRY OUR CHARGE AND OUR OPPORTUNITY TO SERVE WITH THIS REALITY FOREMOST IN OUR MINDS.

HAROLD HACKNEY, ACES PRESIDENT, 1991-9

LAMFT GROUP SUPERVISION PLAN

NAME _____ LICENSE NUMBER _____

Type or Print: Add additional sheets if needed.

1. DESCRIBE IN DETAIL THE APPROACH YOU WILL USE IN YOUR GROUP SUPERVISION. Check the ones that apply and describe.
 - a. Audio/videotape analysis
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 - e. Other
2. LIST THE GOALS YOU PLAN TO ACCOMPLISH THROUGH GROUP SUPERVISION.
3. DESCRIBE HOW CONFIDENTIALITY OF CLIENT MATERIAL WILL BE HANDLED IN YOUR GROUPS.
4. LIST AND ELABORATE ON THE GROUND RULES FOR YOUR GROUP SUPERVISION.
5. A WRITTEN AGREEMENT ON FEES AND METHOD OF PAYMENT WILL BE PREPARED AND RETAINED BY BOTH THE SUPERVISOR AND THE SUPERVISEE.
6. THE FOLLOWING CODES WILL REGULATE MY GROUP SUPERVISION: THE ACES CODE OF ETHICS FOR SUPERVISION, THE ASGW CODE OF ETHICS FOR GROUP, THE 1995 ACA CODE OF ETHICS, STANDARDS OF PRACTICE, AND THE AAMFT CODE OF ETHICS. SUPERVISION GROUPS I LEAD WILL BE COMPOSED OF NO MORE OR LESS THAN 2-5 AMFT'S. NO MORE THAN FIFTY PERCENT (50%) OF THEIR FACE-TO-FACE REQUIRED SUPERVISION WILL BE IN THE GROUP FORMAT.

SIGNATURE _____ DATE _____

SUPERVISION INFORMATION FOR LAC'S AND LAMFT'S

The Arkansas Board of Examiners in Counseling is committed to quality supervision being offered to LAC's and LAMFT's in our state. The enclosed information is intended to clarify the standards for supervision as expected by the Board of Examiners.

Supervision shall be provided at the appropriate Phase ratio of face to face direct contact:

Phase I: 1,000 hours at the ratio of 1:10 (1 hour of supervision for each 10 client contact hours).

Phase II: 1,000 hours at the ratio of 1:15 (1 hour of supervision for each 15 client contact hours).

Phase III: 1,000 hours at the ratio of 1:30 (1 hour of supervision for each 30 client contact hours).

Fifty percent (50%) of supervision hours may be done in a group setting if the group does not exceed five persons.

Examples of unacceptable supervision are telephone, fax, or e-mail communications. The fee and method of payment for supervision should be in writing, and copies retained by the supervisor and the supervisee. Billing supervision hours to health insurance's or HMO's is unethical and illegal. The Board strongly recommends that LAC's and LAMFT's carry liability insurance.

These guidelines are designed to:

- inform you of what you can expect in supervision
- assist you in seeking to contract with a Board Approved Supervisor
- ensure that your supervision experience is effective, and
- facilitates your personal and professional growth

Should you have any question, please contact the Board office at:

Phone: (870) 901-7055

E-Mail: arboec@sbcglobal.net

SUPERVISEE INFORMATION

Definition of Supervision

Bernard and Goodyear (1992) define supervision as an intervention provided by a senior member of a profession to a junior member of that same profession. This relationship is evaluative, extends over time, and has the simultaneous purpose of enhancing the professional functioning of the junior member, monitoring the quality of professional services offered to the clients he or she sees, and serving as a gatekeeper for those who are to enter that particular profession.

RECEIVING SUPERVISION

Supervisee's Responsibilities

1. Decide to be supervised – seek supervision actively and not only because it is required.
2. Schedule regular supervision and use supervision as needed in crisis.
3. Provide supervisor with information about cases, especially those that are difficult.
4. At all times, safeguard the communication of your clients in a confidential manner.
5. The focus in supervision should be skills; that is, process, conceptualization, personalization, and professionalism.
6. Actively seek feedback from your supervisor.
7. Do not ask your supervisor to be more than a supervisor, that is, to be your counselor or friend.
8. Be clear in your own mind what you expect from your supervisor and discuss your expectations with him/her.

Focus of Supervision

In order for the learning and refining of skills to occur, there are certain elements that must be present. Supervisees must be mentally and emotionally prepared for supervision.

Process

1. Give yourself permission to be a learner, that is, identify your own learning needs.
2. Be open to input from your supervisor.
3. Be willing to make mistakes and to talk openly about them with your supervisor.
4. Be willing to admit your ignorance to yourself and to your supervisor.

Process/Personalization

1. Express to your supervisor your reactions toward your client and toward your supervisor.
2. Be ready to focus not only client dynamics, but also your dynamics as a counselor and as a person.
3. In supervision, your personal issues may be identified; that is, getting involved with clients may open up some of your own psychological wounds. Your supervisor may focus on the problem areas, but must not provide therapeutic counseling. You should seek therapeutic counseling or work through the issues with someone outside of the supervision relationship.
4. When you have conflicts with a supervisor, it is a good idea to discuss them and do all you can to work through them. If the conflicts cannot be resolved, seek supervision elsewhere.

Conceptualization

1. Evaluate yourself before each supervision session.
2. As you enter each supervision session, be prepared to use your time productively, you should leave with a sense of direction.

Professionalism

1. Trusting your supervisor is critical.
2. When contracting for supervision, clarify the content and format of supervision.
3. While under supervision, try different styles. Learn from others and listen to your own inner voice in order to develop your own style.
4. Consider changing supervisors over the course of time. Experiencing different supervisory styles may be beneficial – you may get information that seems crepant; that is, content, focus, or technique – consider the processes as alternatives rather than as right or wrong.
5. If your supervisor is not keeping your supervision agreements, be assertive and persistent to ensure that your needs are met. You also have the right to change your supervisor at any time during your supervision.

The key to maximizing supervision experience is to invest additional energy between supervision and subsequent counseling sessions.

Context of Supervision – Methods of Supervision

1. Simulation
 - role play
 - supervisor takes on a teacher role with focus on process skills
2. Live Supervision
 - supervisor actively participates during counseling through: phone-in, call counselor out of session, come to session at prearranged time, or bug-in-the-ear
 - allows supervisor to redirect the session
 - supervisor takes on a teacher role with focus on process skills
 - allows for maximizing supervisees learning needs and therapy needs of client
3. Audio/Video Tape and Live Observation
 - observe supervisee in practice then provide supervision
 - observation is most threatening; supervisee is vulnerable; there must be trust
 - supervisor takes teacher and “counselor” role in order to be sensitive to supervisee’s fears and anxieties
 - place focus on process and on personalization skills

4. Self-Report

- supervisee is in control of what is reported
- a drawback: self-report does not allow the supervisor to help the supervisee on blind spots
- supervisor primarily takes on a consultant role
- focus is on conceptualization and personalization

5. Individual Supervision

- Focus exclusively on one supervisee
- Deal with any one of the four skills
- Use any of the three roles
- Use primarily teacher and consultant

Group Supervision

- Present cases and group discussion
- Allow learning from other cases
- Deal with all four skills with emphasis in conceptual and professional roles
- Minimal counselor/therapy role

Ethics of Supervision

1. Your clients must be aware that you are a Licensed Associate Counselor or Licensed Associate Marriage and Family Therapist under supervision.
2. Your clients must be informed that sessions will be taped. Clients must also be told how the tapes will be used. Counselors must obtain a signed release of information from clients prior to viewing the tape with the supervisor.
3. Your clients must know that their cases may be discussed in supervision with other supervisees.
4. Supervisee **must** receive regular supervision for **all** client counseling.

Adopted 6/96

Revised 1/4/01